

# COMMUNITY FUND OF NORTH KOOTENAY LAKE

Board Meeting on Monday September 16, 2019 at 5:00 p.m.

David Stewart's office in the Langham

**Present:** Honora Cooper, President; Catherine Whitehead, Vice President; David Stewart, Past President; Aiko Jackson, Treasurer, Barney Gilmore, Secretary; and Donna Butt.

**Regrets:** Joe Johnston,

**The meeting was convened:** at 5:01 p.m. by Honora Cooper

**Approval of the Agenda:** Moved by David. **Approved**

**Approval of Minutes of July 22, 2019:** Moved by Aiko. **Approved**

## REPORTS:

**Treasurer's report** Since our meeting on July 22<sup>nd</sup> our local administrative account received a deposit of \$945.13 from the Treasure Hunt sub-account, so as to empty that account until we have sufficient new funds for the next Treasure hunt great enough to avoid the large monthly service charges we would otherwise incur. A similar deposit and transfer from the Education sub-account was made, amounting to \$995.05. Cheques to Osprey totaling \$740 were then written to cover much of Osprey's payment to KORTS, the recipient of the Treasure Fund. In addition, payments were made of \$40 reimbursing Barney for the annual B.C. Societies fee, and one for \$82.49 in payment for the food at the AGM. Honora was reimbursed \$1,000 for her Education expenses attending a Vancouver Conference. And a further cheque for \$117 was made for KORTS from some anonymous donations to the Treasure Fund made outside the charitable-receipt route through Osprey. Our administration account earned 9 cents interest in the two months since our last meeting. Our current balance then, as of September 15, 2019, stands at \$3,082.99.

Aiko moved acceptance of this report. **Approved.**

## CORRESPONDENCE:

We received a final grant report on this summer's Community Garden project (funded under the umbrella of the VHKAS) for landscaping and installing a water system on the Washington St. portion of the Garden.

Catherine sent Barrie Woodhurst a thank you card for his generous donation of the 2019 Treasure Box.

## BUSINESS ARISING FROM THE MINUTES:

**Board Member annual Conflict of Interest forms: current status** All Board members at this meeting have filed their annual COI forms as required. Joe's form is awaited soon.

**Proposed changes to the Societies Act: Membership list & other effects** Joe's input on this issue is key and in his absence the Board decided to defer discussion of this item until our next meeting.

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**2020 Treasure Hunt Planning Report.** Barney is planning to document the steps required for carrying out the Treasure Hunt in 2020, for use as a guide for carrying out future CFNKLS hunts, when he will no longer be serving as an administrator of the hunt. To this end, and given the new costs for carrying out the Hunt in 2020, **Barney** will very soon prepare, and circulate to the Board, a budget estimate for 2020.

**Status report on our Community Facebook account** Aiko reported that the CFNKLS Facebook account now has 51 followers, with continuing interest in it. The Board will try to ensure that photographs of our grant projects are available to Aiko to post on this account. **Aiko** will soon ask Peter for any recent photos he may hold (as continuing coordinator of our AGM Slide show) that may have come to him.

**Update on RBC Youth-Granting program with Osprey** With only a very few days to go before the deadline for applications, we have so far received none. **Aiko** will try to get out word about this opportunity tonight, in hope that an application can be considered.

**Status of our \$500 for the Neighbourhood Small Grants Initiative** Catherine shared with the Board a fine draft for a publicity announcement alerting residents of our area to these small, informal, grants for community building events and purposes. It is not necessary to be a charitable organization or working for any organization at all. Individuals can apply. **Catherine** will look to having this publicity published in the Pennywise (hopefully as an editorial submitted item), in the Valley Voice, and also on Facebook. Applications will be directed to the CFNKLS post box in Kaslo.

**Grant Application Form policy and changes** There is still some ambiguity and confusion at the top of the Application form for discriminating between applications from and by a registered charity, versus applications from another group that is applying under the sponsorship of some registered charity, a charity that will receive and administrate the grant funds for the planned project. The word “Self” as currently on the form seems to confuse applicants. **Donna** will clarify the wording based on suggestions made at this meeting. We will discriminate a charitably sponsored project undertaken by a not-for-profit group, and a project by and from a registered charity itself.

At the end of the application form there will be added a reminder that a Final Report must be filed and the project completed before the end of the next grant application period, in late April each year.

At our next meeting we will review with Joe the suggestions for Grant Committee adjudicators regarding our general policy on what priorities are and are not appropriate for deciding to allow or disallow grant requests. M.L. Thompson communicated to the Grant Committee and the Board information regarding the communication of such policy matters, and Joe was to help us with that.

## **NEW BUSINESS:**

**Giving Tuesday planning and arrangements** Our past arrangements for Giving Tuesday publicity and events have been helpful and adequate. The offer of help and ideas from the Vancouver

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Foundation and CBT do not currently seem necessary for our small community and limited volunteer base. This year Giving Tuesday will occur on December 3<sup>rd</sup>. David will be coordinating our publicity for it as before.

**Consideration of the Vancouver Foundation “On the Table” project** This project does not currently seem appropriate for our Community Fund Society given the similar offerings from other resources in our community. We may have reason to reconsider this activity at a later date.

**Consideration of proposed “Back to School” local Scholarships efforts/funds** This project too seems more ambitious than is appropriate for us, and could create some difficulties in having the funds and administrative time for our other Grant giving as well as the work of growing our existing Endowment Funds. There will be other, different, proposals that the CBT will be floating for our consideration in the months to come. Some of these might be better for our Society.

**October 20 strategic planning workshop with Osprey and Cindy from CFC** This workshop for just the Osprey affiliates and it will follow Osprey’s own strategic planning workshop with Cindy on October 19. David is willing to attend on our behalf, but he will need a ride. Catherine may be willing to attend and will coordinate with David and let Tina/Cindy know if we will or will not attend.

**Consideration of a replacement for the empty Board seat** Honora noted that there is no necessary urgency about filling the current vacancy on our Board. She went on to confirm with Barney whether or not he had plans for stepping down as Secretary. He replied that currently he does expect to resign as the CFNKLS secretary (but not resigning from the Board) after drafting the minutes of our next AGM in 2020. In this case it may be well to consider a new Board member who is willing to become our Board Secretary if no one on the current Board expresses a willingness to take on the position. Honora then indicated that she may need to step down as President (but continue as a Board member) after the next AGM. The Board agreed to initiate a new search for a potentially helpful next Board member. This issue will be put on the agenda for October.

**Last minute item for the Agenda** Catherine asked about an earlier suggestion to the Board that we host a fund-raising Golf Tournament. Earlier impediments to that idea might now be removed. She will talk to Graham Gilbert and report back to the Board on further possibilities for such an event.

**Next Board Meeting Scheduled:** 5:30 p.m. on Tuesday October 22 at Barney Gilmore’s Home at 4269 Woodbury Village Rd.

**Adjournment** was at 6:00 p.m.

Barney Gilmore  
CFNKLS Secretary

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